



The City of West University Place

A Neighborhood City

ZONING & PLANNING COMMISSION Municipal Building 3800 University Boulevard

MEETING MINUTES

February 11, 2016

MEMBERS PRESENT: Michael McEnany, John Cutrer, David Kuykendall, Mimi Tsai, Bob Higley, and Mac Jensen

MEMBERS ABSENT: Richard Wilson

CITY COUNSEL MEMBERS: Brennan Reilly

STAFF PRESENT: Dave Beach, Public Works Director; Debbie Scarcella, City Planner; and Shelly Eversole, Legal Counsel

- 1. Call to Order and Notices, Rules, Etc.** Mike McEnany, Presiding Officer, called the meeting to order at 6:15 pm. He asked the ZPC members and City Staff to introduce themselves. Mr. McEnany asked if anyone wished to speak on a topic not on the agenda. No one responded.
- 2. Town Center Provisions Review.** Mike McEnany gave a brief introduction and summary of the previous discussion regarding parking studies and the parking requirements. He then introduced Eleni Pappas with Traffic Consultants, Inc. regarding a proposal for an Origin and Destination parking study that would track actual use of parking spaces relative to the individual businesses in town center. Ms. Pappas explained the parameters of the study and the methods of data collection. A discussion followed. Dave Beach, Public Works Director, then spoke regarding the expansion of the scope of the study to include those areas around City Hall and the school and ballfields. A discussion followed concerning those areas on the fringe of the town center and city hall areas that are already used as “spillover” parking in the 3600 block of University and 3700 block of Georgetown. Mr. Cutrer expressed his concern that the city would be spending a great deal of money to verify what is already known without helping the Zoning and Planning Commission in identifying ways to resolve the parking issues. A lengthy discussion ensued regarding different study methods and using staff to collect data.

Resident Aleda Drewes asked to speak regarding the parking situation and a new parking study. Bob Higley asked Dave Beach if he could look into using staff to perform a simple parking space usage count several times during the day on several different days and possibly bring that data back to the ZPC. Mr. Beach stated that he would look into the possibility. Mr. Higley motioned to table the discussion and any action on this item



until the next meeting. Second by John Cutrer. Ayes: 6. Noes: 0. Motion **Carried**.

3. School Use. Staff presented two different versions of the definition of school and a copy of the land use table regarding schools found in Section 7-101 of the code of ordinances. The ZPC instructed staff to bring back a final version to vote on at the next meeting.

4. Minutes. The commission reviewed the minutes of the meeting held on January 14, 2016. Motion to approve the minutes by Mac Jensen. Second by John Cutrer. Ayes: 6. Noes 0. **Motion Carried.**

5. Executive Session (if necessary). Not used.

Adjournment. Mike McEnany made a motion to adjourn. Second by Bob Higley. **Motion Carried.** Meeting adjourned at 8:30 pm.

PASSED THIS 14th DAY OF April, 2016.

Michael McEnany

Michael McEnany, Presiding Officer

ATTEST:

Debbie Scarcella

Debbie Scarcella, City Planner